

**Visual Materials Section of the Society of American Archivists  
Three-Year Plan, 2017-2020**

1. Core Activities of the VM Section:
  - a. Maintain a vital Steering Committee, short-term working groups and long-term committees, and a full contingent of liaisons.
  - b. Review and update the three-year plan during the mid-year meeting, disseminate it to membership and ask for comments in the spring.
  - c. Review the Section Bylaws every four years. (2017 – still waiting for new template from SAA)
  - d. Maintain current communication venues and develop new ones to effectively communicate the activities of the Section and professional developments related to visual materials archives, as well as to provide a space for Section members to network and seek information, including, but not limited to:
    - i. Actively maintaining a frequently updated website;
    - ii. Publishing *Views* twice each year, expanding the number of contributing editors to *Views*, and identifying appropriate contributing editors to provide content for the various communication vehicles for the Section;
    - iii. Maintaining two listservs: one to convey official section business and another open to everyone interested in visual materials issues; and,
    - iv. Sustaining a Facebook page and using other social media tools to keep membership better involved.
  - e. Conduct an annual meeting including, but not limited to:
    - i. Holding events designed to encourage networking among members;
    - ii. Identifying relevant speakers or sessions for the subsequent Annual Meeting of the Society of American Archivists (SAA);
    - iii. Conveying and discussing SAA Council changes, adoptions, and recommendations that impact the Visual Materials Section.
  - f. Determine each year whether a mid-winter meeting, usually held in February or March, is needed for conducting business of the Section and accomplishing core activities and initiatives. The Chair in consultation with the Chair-elect will determine the agenda, location, and arrangements of such a meeting.
  - g. The Nominating Committee will encourage, identify, and recruit candidates for Section offices, and particularly encourage participation from individuals new to the profession.

## 2. 2017 Specific Initiatives:

- Consider the feasibility of a pre-conference workshop in 2018.
- Continue to examine the roles of *Views*, the Section website, and the Section's social media outlets, and consider how they can work together to address member needs and activities.
  - \*Now that **Views** is transitioning to twice a year and will have more articles, focus will be given to engaging the membership to share photographs and moving images through social media, including Facebook and Instagram
- The Education Committee will work on updating the VM Bibliography
- Disseminate educational content online for new professionals or archivists wishing to learn more about handling visual materials of varying kinds. Perhaps redesign the resource portal, updating and reorganizing content already on the site.

Submitted by Gerriane Schaad, CA  
Chair, February 2017